

Sample Request to Your IRA Administrator for a Charitable Distribution from your Individual Retirement Account

Use the following guide for e-mail and/or phone contact with your IRA Administrator...

Please accept this request to make a direct charitable distribution from my Individual Retirement Account # (Account Number) as provided by the law which includes extension of the IRA Charitable Rollover for 2014.

Please issue a check in the amount of \$_____ payable to the organization at address below:

Mid-America Reformed Seminary 229 Seminary Drive Dyer, IN 46311 Attn: Director of Development

In your transmittal to the charity, please memorialize my name and address as the donor of record in connection with this transfer. Please copy me on your transmittal.

It is my intention to have this transfer qualify for exclusion during the 2014 tax year. Therefore, it is imperative this distribution be postmarked no later than December 31, 2014.